

MINUTES OF THE WORK SESSION MEETING OF THE
BRANDON BOARD OF ALDERMEN OF JULY 11, 2024
MAYOR BUTCH LEE, MAYOR PRESIDING

1. Mayor Lee welcomed everyone to the third Work Session for the FY 2024 Budget. Mayor Lee and Aldermen Coker, Womack, Williams, Vinson, and Craine were present. Middleton and Farris were absent.

2. INVOCATION – Mayor Lee gave the invocation.

3. BUTCH LEE, MAYOR

The Mayor made general announcements regarding the presentation tonight. He also thanked TechSource for working all day on repairing the video/audio live stream.

The Mayor asked City Accountant Tracie Riggins to explain why the Police Department Line Item 600, Professional Services appeared to be overbudget. She explained that it had a duplicate purchase order that had been deleted.

4. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

Ms. Dearman and Ms. Riggins presented the budgets for the public works department.

1. Cemetery

Alderman Williams commented that this budget did not need to be cut - that he receives more comments about the appearance of the cemeteries more than any other location in the city. Alderman Craine asked how often they were cut and the details of the contract labor.

2. Library

The main reason for the increase in the library budget was related to the proposed new HVAC system for the library.

3. Sanitation Fund

Since the house count for Brandon has increased, this has caused some of the line items to go overbudget, particularly for the garbage pickup. Alderman Coker expressed concern over this line item and asked if we have enough money budgeted to complete the year.

Questions were also asked about the physical condition of the “leaf truck” and the street sweeper. A new street sweeper has been included in the FY 2024 budget. The Board asked the Mayor and Ms. Dearman to go ahead and start the procurement/bid process of purchasing another street sweeper.

Alderman Williams asked how the City was doing on the collection of delinquent accounts. He asked for a report on the number of households and also a dollar amount that was still outstanding on the delinquent accounts. A discussion needs to be held regarding the most effective manner in collecting these accounts.

4. Street Department

Ms. Dearman went through the street budget line by line, with special explanation and time given to the three existing MPO projects, with two more being proposed for next fiscal year.

Alderman Craine asked specifically about the street project on Ellington Court.

Ms. Dearman and the Mayor explained that the contractor could possibly request a change order for time (due to weather) regarding the 2024 Overlay Street Project.

5. Sewer Department

Ms. Dearman has included an increase in the sewer department also, mainly due to the proposed upgrades to the lift stations and requested other equipment.

6. Water Administration

Ms. Dearman went through the budget with the Board, with small increases requested, particularly as to printing and postage, along with some additional equipment.

7. Water Department

Alderman Williams asked if we had increased the number of water operators on staff and if any more individuals were being trained.

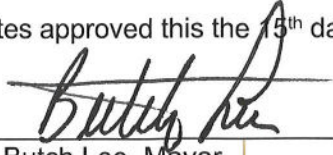
Ms. Dearman is asking for new vactrons in both the sewer and water departments. She said that these pieces of equipment were the most well-used pieces in the entire department and both needed to be replaced.

The Mayor gave his report regarding the needs of the water and sewer departments:

1. Expand the number of remote-read meters.
2. Contractual Water Operators
3. Number of Lift Stations
4. Core-Main – infiltration between manholes by monitoring the voltage being used at the lift stations
5. Monitor the amount of rainwater coming into the overall system.
6. Obtain more technology to capture the water, sewerage, and rainwater flows in live time.
7. Strengthen the city ordinance to fine offenders for dumping grease in the lines.
8. Update Development Ordinance.
9. Continue fire hydrant repairs.
10. Possibly bringing a third crew from Hemphill to get caught up on water, sewer, and street repairs.

The Aldermen requested a copy of the budget be emailed to them. Alderman Coker asked if it would be possible to receive text updates about the street overlay project, particularly as to the crews' locations.

Minutes approved this the 15th day of July 2024.



Hon. Butch Lee, Mayor

Attest:



Hon. Mary Ann Hess, City Clerk





NOTICE
OF
WORK SESSION

TO BE HELD AT THE CITY OF BRANDON CITY HALL AT 1000 MUNICIPAL DRIVE,
CONFERENCE ROOM


6:00 O'CLOCK P.M., ON THE 11th DAY OF JULY 2024

THE SUBJECT MATTER OF THE SESSIONS IS:

FY 2025 DEPARTMENTAL BUDGET:

PUBLIC WORKS

THIS THE 11TH DAY OF JULY 2024


MARY ANN HESS
CITY CLERK

Posted by Mary Ann Hess, City Clerk, on the bulletin board at Brandon City Hall at 8:20 o'clock a.m., transmitted a copy of the notice via email or facsimile not less than one (1) hour before the meeting to all citizens and publications, broadcast or digital media, with a general circulation or coverage with the city's jurisdiction that has submitted its interest to receive these notifications on the 11TH day of July, 2024.



E-Mail

July 11, 2024

Hon. Sharon Womack, Alderman at Large
Hon. Jarrad Craine, Alderman Ward 1
Hon. Cris Vinson, Alderman Ward 2
Hon. Harry Williams, Alderman Ward 3
Hon. Lu Coker, Alderman Ward 4
Hon. Dwight Middleton, Alderman Ward 5
Hon. David Farris, Alderman Ward 6

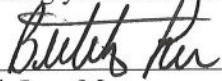
**RE: NOTICE OF WORK SESSION – July 11, 2024 at 6:00 o'clock p.m.
Brandon City Hall Boardroom,
1000 Municipal Drive, Brandon, Mississippi, 39042**

Dear Members of the Board of Aldermen:

Pursuant to Ms. Code Ann. Section 21-3-21, by this written notice I am calling a work session of the mayor and board of aldermen for the purpose of discussing the **FY 2025 Departmental Budget for the Public Works Department**, which is important business of the City of Brandon, requiring the calling of this work session. The work session will be held **July 11, 2024, beginning at 6:00 o'clock p.m. at the Brandon City Hall, Boardroom, 1000 Municipal Drive, Brandon, MS**. I hope that the same will not disrupt your busy schedules.

By this notice I am providing facsimile or e-mail of the same for service upon those of you, at least three (3) hours prior to the time fixed for the work session. I hereby direct that the original of this notice together with endorsement of service upon the individual aldermen be posted as listed below. Business not specified in this notice shall not be transacted at this work session.


Thanking you in advance, I am



Butch Lee, Mayor

8:20
Time

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Mary Ann Hess, City Clerk